

INFORMATION BULLETIN

WORKFORCE INVESTMENT ACT

Number: WIAB05-88

Date: May 9, 2006

Expiration Date: 6/30/07

69:136:jw:10008

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: FINANCIAL REPORTING CHANGES

The purpose of this bulletin is to provide information about upcoming changes to the financial reporting for Workforce Investment Act (WIA) funds. Effective July 1, 2006, rapid response (RR) expenditures will no longer need to be separated by "required" and "allowable" activities. Therefore, beginning with the July monthly report due, August 20, 2006, all rapid response expenditures will need to reflect the change.

A sample of the proposed rapid response form is attached for reference purposes only. This form eliminates the following lines of data:

Section V. CUMULATIVE EXPENDITURES (PROGRAM)

1. 25% Rapid Response Required Activities
2. 25% Rapid Response Allowable Activities

Section VI. OTHER REPORTABLE ITEMS (PROGRAM)

- 2 a. Unliquidated Obligations for 25% RR Required Activities
- 2 b. Unliquidated Obligations for 25% RR Allowable Activities

The final version of this form will be submitted at a later date. The Job Training Automation (JTA) system will be updated with the new form as soon as possible. The current rapid response form should be used through the current program year.

In addition to the reporting change for rapid response, the State will begin placing greater emphasis on the timely submittal of monthly financial reports. As such, the analysts within the Financial Management Unit will be in contact with those entities not filing monthly reports on their WIA 15 percent and 25 percent projects. Failure to submit the required monthly and quarterly reports on time may impede future cash requests.

If you have questions on the new rapid response form or the new reporting requirements, please contact Grey Rider at (916) 654-7508 or Joyce Walker at (916) 653-8213, both of the Financial Management Unit or your assigned Regional Advisor/Program Manager. For JTA questions please contact the Automation Customer Support Unit at (916) 653-0202.

/S/ BOB HERMSMEIER
Chief
Workforce Investment Division

Attachment

Subgrantee Code: Grant Code: Grant Term:	Report Type: Title I/Project Name: Report Period:		
I. SUBGRANT INFORMATION			
1. Year of Appropriation			
2. Report Revision Number			
3. Subgrant/Contract Number			
4. Subgrant Term From:			
To:			
5. Total Allotment	\$		
6. Closeout Report (N/C)			
II. TOTAL EXPENDITURES (Admin + Program)	\$		
III. ADMINISTRATIVE EXPENDITURES			
1. Administrative Cash Expenditures	\$		
2. Administrative Accrued Expenditures	\$		
3. TOTAL ADMINISTRATIVE EXPENDITURES	\$		
IV. OTHER REPORTABLE ITEMS (ADMIN)			
1. Non-Fed Supp (Stand-in)	\$		
2. Unliquidated Obligations	\$		
3. Program Income Earned	\$		
4. Program Income Expended	\$		
V. CUMULATIVE EXPENDITURES (PROGRAM)			
	Cash Expenditures	Accrued Expenditures	Total Expenditures
TOTAL 25% RAPID RESPONSE PROGRAM EXPENDITURES	\$	\$	\$
VI. OTHER REPORTABLE ITEMS (PROGRAM)			
1. Non-Fed Supp (Stand-in)			\$
2. Unliquidated Obligations			\$
3. Program Income Earned			\$
4. Program Income Expended			\$
VII. COMMENTS			
VIII. CERTIFICATION			
1. Name	2. Title	3. Phone Number	
4. Contact Name	5. Contact Title	6. Phone Number	7. Date Submitted

MODIFIED